

**Summary of Questions and Answers
on the Briefing Session on
Invitation for Proposals (IFP) to Operate a
New Special Child Care Centre cum Early Education and Training Centre
(SCCC cum EETC) at Hiu Yan Estate, Kwun Tong**

- Q1. Will two designated parking spaces be provided for the two 24-seater private buses?
- A1. No designated parking spaces will be provided for the two 24-seater private buses. The rent for two parking spaces as approved by the Social Welfare Department will be reimbursed on an actual cost basis.
- Q2. Are structural modifications to the existing partition walls allowed, such as relocating the Disabled Toilet?
- A2. Approval from Housing Department should be obtained prior to carrying out any structural modification works.
- Q3. Will there be a partition wall in place between the SCCC and EETC boundaries in the existing layout?
- A3. According to the notional layout plan provided by Housing Department, there is no partition wall between SCCC and EETC. However, please note that the actual site condition is subject to the final site handover condition by Housing Department.
- Q4. What is the clear headroom of the premises?
- A4. The floor-to-floor height is approximately 5 meters.
- Q5. What is the purpose of the sunken area in the existing layout?
- A5. Sunken slabs are provided for future connection of drainage installation.
- Q6. What is the height of the electrical and mechanical zone under the ceiling slab?
- A6. No details available at this stage. NGO should conduct the fitting-out design to meet the clear headroom requirement of child care centre with sufficient electrical and mechanical zone under the ceiling slab and structural zone.

- Q7. What is the clear height under the beam?
- A7. No details are available at this stage. Sufficient clear headroom shall be provided under the beam.
- Q8. Are the floor levels of the EETC and SCCC premises different?
- A8. According to the notional layout plan provided by Housing Department, the floor levels of the EETC and SCCC premises are different.
- Q9. Is there any provision of louvers on the external walls of the premises?
- A9. Louvers or builder openings with cover will be provided at the external walls subject to detailed information to be provided by Housing Department.
- Q10. How many layers of sprinkler heads are provided in the premises?
- A10. According to the Fire Services (FS) layout plan provided by Housing Department, single layer of sprinkler heads is provided.
- Q11. What facilities are required for SCCC and EETC respectively?
- A11. The respective facilities required for SCCC and EETC are indicated in the Schedule of Accommodation at Annex 2 of Service Specifications. The standard Schedules of Accommodation of SCCC (60-place) and EETC (90-place) are available on SWD's website –
<https://www.swd.gov.hk/en/ngo/projectpla/scheduleof/rehabilita/index.html>
- Q12. Can the facilities be shared by both service users of SCCC and EETC?
- A12. SCCC should comply with all the requirements laid down in the Child Care Services Ordinance (Cap. 243), the Child Care Services Regulations (Cap. 243A) and the latest version of the Operation Manual for Pre-primary Institutions when managing and operating the child care services in the registered premises. Share use of any room/facility in the registered area of a SCCC with other non-SCCC services is NOT preferable/advisable, as it may cause ambiguities in compliance with the Ordinance and related requirements.

- Q13. Will the Centre be required to registered as SCCC for 0-6 under Child Care Services Ordinance”?
- A13. Only the SCCC section of the Centre is required to be registered under the Child Care Services Ordinance (Cap. 243) and the Child Care Services Regulations (Cap. 243A).
- Q14. What are the finishes and fitting/design requirements for the Multi-purpose Room?
- A14. Please refer to the Finishes and Fittings/Design Requirements at Annex 3.1 of Service Specifications.
- Q15. What are the other welfare facilities within the same building?
- A15. There are five other welfare facilities within the same building:
- a Hostel for Severely Mentally Handicapped Persons (嚴重弱智人士宿舍) and a Day Activity Centre (展能中心) on 1/F;
 - a Counselling Centre for Psychotropic Substance Abusers (濫用精神藥物者輔導中心) and a Day Care Unit (長者日間護理單) on 2/F;
 - a Residential Care Home for the Elderly (安老院舍) on 2-3/F.
- Q16. How many copies of the completed Application Forms are required to be submitted?
- A16. The original plus 8 hard copies, i.e. a total 9 copies of the completed Application Form are required.

Rehabilitation and Medical Social Services Branch
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